

**Summary Report for Individual Task  
551-88N-2119  
Document Retrograde Equipment  
Status: Approved**

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**Distribution Restriction:** Approved for public release; distribution is unlimited.

**Destruction Notice:** None

**Foreign Disclosure: FD1** - The materials contained in this course have been reviewed by the course developers in coordination with the Fort Lee, VA foreign disclosure authority. This course is releasable to students from all requesting foreign countries without restrictions.

**Condition:** In an operational environment, given transportation documents, retrograde cargo, movement data plan, DoD 4500.9-R Defense Transportation Regulation (DTR), MIL-STD-129P(4), and ATP 4-16.

**Standard:** Document retrograde equipment without error, using the appropriate transportation documentation for transport to its destination. Ensuring all special handling and requirements are met for mode(s) of transport.

**Special Condition:** Risk Management: The risk management process per FM 101-5 will be utilized by commanders throughout the entire retrograde process to ensure that the needs for the mission accomplishment, safety of personnel, and proper handling of the contaminated equipment are balanced. This should include - a. Health Risk Assessments to the degree applicable to the operational environment. b. Safety Risk Assessments in conjunction with mission, enemy terrain, troops, time (METT-T) and civilian considerations. c. Guidance in this regulation and DA Pam 700-48.

**Safety Risk:** Low

**MOPP 4:**

Task Statements
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**Cue:** None

**DANGER**

None

**WARNING**

None

**CAUTION**

None

**Remarks:** None

**Notes:** None

### Performance Steps

1. Inspect retrograde equipment.
  - a. Determine type of cargo to be documented.
  - b. Determine special handling requirements.
    - (1) HAZMAT, and/or contaminated equipment will require special handling and additional documentation.
    - (2) Sensitive and/or classified equipment will require armed escorts.
  - c. Repackage equipment if needed.
  - d. Remark and or label equipment if needed.
2. Assess movement data for scheduling transportation of equipment.
  - a. Determine RDD, POE, POD, and Consignor and Consignee.
  - b. Schedule cargo for movement.
    - (1) Coordinate for highway movement with appropriate Highway Clearance Agency.
    - (2) Coordinate for air movement with appropriate air clearance agency (ACA).
    - (3) Coordinate for sea movement with appropriate Maritime Clearance Agency.
3. Verify special handling requirements with transportation mode operators.
  - a. Documentation for special handling is prepared if required.
  - b. Drivers are qualified to transport special hauling cargo.
4. Update transportation documentation with transportation movement information.

(Asterisks indicates a leader performance step.)

**Evaluation Guidance:** Score the Soldier GO if all performance steps are passed. Score the Soldier NO-GO if any performance steps are failed. In case of a NO-GO, brief the Soldier on the deficiency, retrain the Soldier to perform the step correctly, and reevaluate the task.

**Evaluation Preparation:** None

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Inspected retrograde equipment.			
a. Cargo type identified.			
b. Special handling identified.			
c. Repackaged if needed.			
d. Relabeled and marked as needed.			
2. Scheduled retrograde equipment for movement with appropriate agency.			
3. Verified special handling requirements.			
4. Updated transportation documentation.			

**Supporting Reference(s):**

Step Number	Reference ID	Reference Name	Required	Primary
	ATP 4-16	MOVEMENT CONTROL	Yes	No
	DTR 4500.9-R-II	Cargo Movement	Yes	No
	MIL-STD-129P(4)	Military Marking for Shipment and Storage	No	No

**Environment:** Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT. All operations must conform to the Army Environmental Program, TC 3-34.489 (The Soldier and the Environment), FM 3-100.4 (Environmental Considerations in Military Operations), AR 200-1 (Environmental Protection and Enhancement), local, state, and federal environmental policies, The Clean Air Act (CAA), CAA amendments, National Ambient Air-Quality Standards (NAAQS), as well as OSHA Hazard Communication Standard for Industry, 29 CFR, part 1910. "It is the instructor's responsibility to conduct a risk assessment prior to instruction using FM 100-14 as guidance. A copy of the risk management work sheet must be present at time of instruction."

**Safety:** In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination. All safety precautions should be taken into consideration prior to execution of this task. A proper risk assessment should be complete. Accidents are an unacceptable impediment to Army missions, readiness, morale, and resources. Decision makers at every level will employ risk management approaches to effectively preclude unacceptable risk to the safety of personnel and property affiliated with this task.

**Prerequisite Individual Tasks :** None

**Supporting Individual Tasks :** None

**Supported Individual Tasks :** None

**Supported Collective Tasks :**

Task Number	Title	Proponent	Status
55-5-0033	Provide Cargo Documentation Support for the Export of Unit Equipment and Supplies	55 - Transportation (Collective)	Approved
55-5-1410	Provide Cargo Documentation for Cargo Being Loaded, Discharged, and Transshipped	55 - Transportation (Collective)	Approved
55-5-0032	Provide Cargo Documentation Support for the Import of Unit Equipment and Supplies	55 - Transportation (Collective)	Approved

**ICTL Data :**

ICTL Title	Personnel Type	MOS Data
Transportation Management Coordinator 88N MOS ICTL	Enlisted	MOS: 88N
MOS 88N - Transportation Management Coordinator SL2	Enlisted	MOS: 88N, Skill Level: SL2

MOS 88N - Transportation Management Coordinator SL3	Enlisted	MOS: 88N, Skill Level: SL3
MOS 88N - Transportation Management Coordinator SL 4	Enlisted	MOS: 88N, Skill Level: SL4